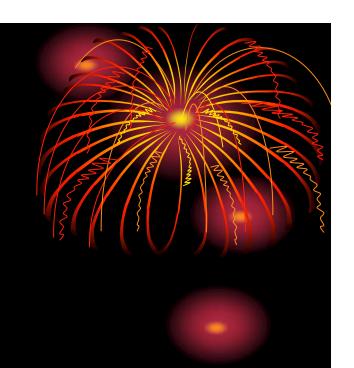


Steps of a Sale

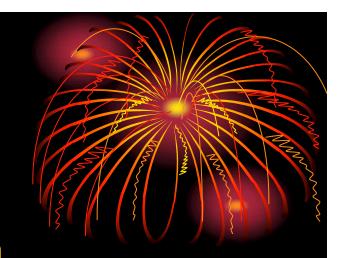
- 1. Approaching the customer
- 2. Determining needs
- 3. Presenting the product
- 4. Overcoming objections
- 5. Closing the sale
- 6. Suggestion selling
- 7. Relationship building





the APPROACH is the first face-to-face contact with a customer

Purposes of the Approach



To begin conversation

 To establish a relationship with the customer

Focus on the merchandise

The Approach in Business to-Business Selling

- Introduce company and self
- Give business card, gift (if appropriate)
- Comments about recent happenings in industry or customer's personal interest, etc

The Approach in Retail Selling

- Service approach method
 - ex: "How may I help you?"
- Greeting approach method
 - ex: "Good Morning"
- Merchandise approach method
 - ex: "That shirt is made of a cotton and polyester blend, so it's machine washable", "Are you interested in a specific color?"

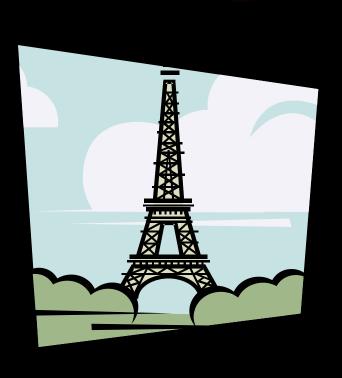
Sales approach in different countries

Japan

- one firm handshake with a slight bow
- bring brand name gift from U.S.

France

- No appointments before 10:00 a.m.
- Give gift of French origin (not wine)



A salesperson's focus should be to determine the CUSTOMER'S NEEDS as EARLY in the sales process as possible



How to determine need

e needs

- Observing
 - Nonverbal communication: expressing yourself through body language

How to determine need cont.

- Listening
 - Maintaining good eye contact
 - Provide verbal and nonverbal feedback
 - Give customers your undivided attention
 - Listen with empathy and an open mind
 - Do not interrupt

How to determine need cont.

- Questioning
 - Do ask open-ended questions to encourage customers to talk
 - Do ask clarifying questions to make sure you understand customers' needs
 - Don't ask too many questions in a row
 - Don't ask embarrassing questions